National PM Technical Committee
February 25-27, 2003, Beltsville, MD
Minutes

Attendees: Rick White, John Englert, John Dickerson, Dave Burgdorf, Joel Douglas, Dan Ogle

1. Review Action Items from October 2002 meeting (Englert)
    A. American Indian Tribes – Burgdorf passed out materials related to NRCS regulations and draft PM policies for working with tribes.

2. Marketing efforts (Englert/White
    A. PM staff addition – tasks, priorities, and tactics
    B. Marketing Plan (update) – Plan is pretty final and has been distributed to NPMAC and NPMTC.
    C. Electronic newsletter – newsletter is completed and is undergoing final review in Chief's office. It will hopefully be distributed in early March.
    D. National brochure – Jody is revising brochure and is looking for feedback on content.
    E. New legislative factsheet – this is NACD fact sheet to be made available at March legislative meeting. Comments are needed ASAP.
    F. Tier 2 materials to identify and prepare (refresher)
        i) Farm Bill efforts
        ii) Drought – need a fact sheet about this issue ready for summer 2003; also prepare media packet for distribution.
        iii) Invasive species – more emphasis being placed within NRCS on this, need to revise fact sheet
        iv) Success stories

3. Performance measure development and Program Assessment Rating Tool (PART) (White/Ensor)
    A. Presentation was given by Bob Ensor
    B. Goal is to prepare materials to justify the viability and outcomes of the PM Program to OMB. Materials need to be prepared by July when OMB starts to look at the FY05 budget.

4. Presentations to Seed Trade Associations (White)
    A. Native Seed Trade Association (NSTA) meeting February 26 – Rick attended meeting of Native Seed Growers. PM information well received and NSTA is willing to support PM in legislative efforts. NSTA is upset about NRCS agreement with Pheasants Forever because Pheasants Forever is selling seed at prices lower than what seed growers are selling it at.
    B. American Seed Trade Association (ASTA) meeting March 13

5. POMS (Englert)
    A. Update on Status
        i) currently just making changes and fixes, plan for an update in the near future

     ii) need to convert POMS from Access97 to AccessXP in the very near future, so that is the current emphasis

     iii) Adrian (POMS Programmer) is graduating in Mary 2003 and we are uncertain of status of keeping him on board or hiring someone new.

     iv) **Englert – send out notice to POMS Coordinators on what to do before machines are converted to Windows XP**

  B. New needs – not discussed

  C. Staff expertise – most people responded. <u>Englert</u> needs to remind people of missing data.

6. Awards – update & process (White)
   A. Sufficient nominations have been received; Rick will make selections and make presentation at a suitable meeting in the future by June 30.
   B. Dickerson suggested publicizing awardees in an issue of Plant Solutions.
   C. In the future, nominations made by Sept. 1, selection and presentation should be made by Dec 31.

7. Generic burn plan review (Dickerson) – guidelines and sample burn plan has been prepared. **<u>Dickerson</u> – have Pat Shaver review the materials before they are sent to PMCs.**

8. XP computers and compatibility (Ogle)
   A. DOS not supported
   B. MSTAT replacement – **<u>Douglas</u> – work with 2-3 other people in the Program to decide on what current needs are for the program and what will meet our needs.** Suggest contacting Mark Stannard, Ramona Garner, John Rissler; Needs to be usable with Windows XP and be handle output files from Access. **Deadline for progress 5/15/03.**

9. Long Term Storage and Discontinued Releases (Englert)
   A. Storage – list for each PMC of status of releases in NPGS was distributed 2/12/03; NPMC will be working with NPGS to see how they want to handle getting germplasm to them.
   B. Discontinued releases – 8-10 releases have been officially discontinued; NPMC will send out a list of discontinued releases along with guidelines and worksheet for discontinuing other releases.

10. ESCOP agreement (Dickerson)
    A. Handling pre-varietal releases in ESCOP agreement
    B. Follow-up with ARS and Experiment Stations on how to proceed

11. Update of NPMAC activities (White/Englert) – Englert provided update. Key issues:
    A. NPMAC is moving forward to promote having NRCS float the idea of a government PM Program up to Mark Rey, with the NRCS PM Program being the focus of this effort.
    B. Rick will be sending SF-52s forward to advertise Regional PM Coordinator positions to see where this goes and if progress can be made.
    C. John McLain (NV) and John Hovanesian (FL), both strong supporters of PM, attended the meeting and provided input to marketing and other issues.

D. Budget initiatives need to be reorganized and rewritten a little to reflect NPMAC comments. Some of this will tie into PART process and need for full-funding figures.

12. Proposed National PM Training Conference (Douglas/White)
    A. Meeting Committee has met once and has had several teleconferences. Planning is moving forward for November 2003 meeting. Plans are that this will be a high-profile meeting to bring together PM Staff as well as SRCs and others important to the program. Don Gohmert and others met with the Chief at NRCS meeting; Chief said no money available in FY 2003 but did not comment on FY 2004.

13. Security Assessments and Audits – update (White) – *Item not covered*

14. Budget (White) – *Item not covered*
    A. Update for FY03
    B. Projections for FY04
    C. Future Budget initiatives (NPMAC action)